



# Mahatma Gandhi Medical College & Hospital

MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY, JAIPUR

(Sponsoring Body : India Education Trust)

RICO Institutional Area, Sitapura, Tonk Road, JAIPUR - 302 022 (Raj.) INDIA

Phone : 0141-2770677, 2770798, 2771777, 2771001 - 3 Fax : 0141-2770677

Website : [www.mgmch.org](http://www.mgmch.org) ; email : [centrallibrary@mgumst.org](mailto:centrallibrary@mgumst.org)

Ref. No. MGMCH/LIB/COMMIT-2020-21

28<sup>th</sup> Dec., 2020

## Minutes of the Library Committee Meeting

The Meeting of library committee was held on 18<sup>th</sup> December 2020 at 2:00 PM in The principal office MGMCH, Jaipur. The Following Members Were Present.

Dr. Swati Garg Dean and Principal & Controller, MGMCH	Chairman
Dr. Narendra Padiyar, Dean and Principal, MGDC&H	Member
Mr. Giriraj Soni, Dean and Principal, MGNC	Member
Dr. Saleem Akhtar Naqvi (PT), Dean and Principal, MGPC	Member
Dr. S.K. Meena, Principal, MGOTC, MGUMST	Member
Dr. Pramod Kumar, PHOD, Dept. of hospital Administration, MGMCH	Member
Dr. A. K. Singh, Principal, MGCOHI	Member
Dr. Subhash Nepalia, PHOD, Dep. of Gastroenterology, MGMCH	Member
Dr. Hemant Malhotra, PHOD, Dept. of Medical Oncology, MGMCH	Member
Dr. Vijay Nahta, Director, Gynae endoscopic Surgery, MGMCH	Member
Dr. Aparna Garg, PHOD, Dept. Of Physiology, MGMCH	Member
Dr. Deepesh Agarwal, Prof., Dept. Of Cardiology, MGMCH	Member
Dr. Pushpendra Saraswat, Director, Central Research Laboratory, MGMCH	Member
Dr. Nikhil Marwah, PHOD, Dept. Of Pedo. & Preventive Dentistry, MGDC&H	Member
Dr. Anchin Yadav, Asso. Prof., Dept. Of General Medicine, MGMCH	Member
Dr. (Mrs) Neeraj Chouhan, Librarian, MGUMST	Member Secretary

### Agenda of The Meeting

- Procurement Report of Books
- Procurement Report of Print Journals & E journals
- Regarding Literature books & other knowledge Recourses
- Regarding Institutional Digital Repository Software
- Any other agenda with the permission of the chair

### Resolution/ Action was taken

Librarian welcomed and all committee members welcome Chairman madam and new members of Library committee. Librarian Presented the status of library collection & services and Discussing about the agenda, the following decision were made.

Readout the budget allocation (for books, Journals & E-databases and other facilities) for the year 2020-21.

Report of books purchasing of academic year 2020-2021 Total Books Purchasing Amount Rs. 6,04,204 total copies -360

Renewal of printed Journals in the library the committee discussed and approved, as enclosed the Quotation for purchase of print journals in the library. 140 National & International print Journals Rs 47,19,701 subscribed for the year 2020-21


To Discuss Library membership renewal and approved, as enclosed the Quotation for renewal subscription of Delnet & K-Hub (e library) databases in the library. E journals Rs 1,97,857 & Delnet renewal Rs 13570


Committee Suggest and select Literature books more than 300 Hindi literature books and book on constitution of India purchased in central library Costing Rs.81270.

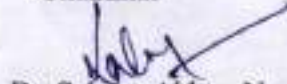
The Committee discussed for Institutional Repository software and approved, as enclosed the Cost Summary for purchase of D Space in the library. Approved Purchase letter sent to vender for installation

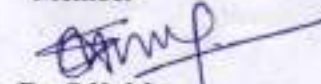
The meeting ended with thanks to the chairman.


  
Dr. Swati Garg  
Chairman

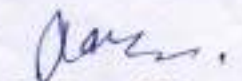
  
Dr. Nandini Padiyar  
Member


  
Mr. Giriraj Soni  
Member

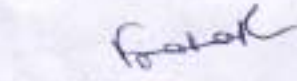
  
Dr. Saleem Akhtar Naqvi  
Member

  
Dr. S.K. Meena  
Member

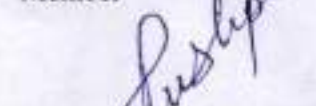
  
Dr. Subhash Nepalia  
Member

  
Dr. Pramod Kumar  
Member

  
Dr. A.K. Singh,  
Member

  
Dr. Vijay Nahta,  
Member

  
Dr. Hemant Malhotra Member  
Member

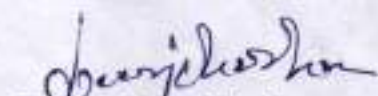
  
Dr. Pushpendra Saraswat  
Member

  
Dr. Deepesh Agarwal  
Member

  
Dr. Aparna Garg  
Member

  
Dr. Nikhil Marwah  
Member

  
Dr. Anchin Yadav  
Member

  
Dr. (Mrs) Neeraj Chouhan,  
Member Secretary



Dr. K. D. Gupta Knowledge Resource Centre

# Mahatma Gandhi Medical College & Hospital

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Ref. No. MGMCH/LIB/COMMIT-2019-20

05Dec.,2019

## Minutes of the Library Committee Meeting

The Meeting of library committee was held on 22<sup>nd</sup> November 2019 at 2:00 PM in The principal office MGMCH, Jaipur. The Following Members Were Present.

Dr. G. N. Saxena, Dean and Principal & Controller, MGMCH	Chairman
Dr. Narendra Padiyar, Dean and Principal, MGDC&H	Member
Mr. Giriraj Soni, Dean and Principal, MGNC	Member
Dr. Saleem Akhtar Naqvi (PT), Dean and Principal, MGPC	Member
Dr. Subhash Nepalia, PHOD, Dept. of Gastroenterology, MGMCH	Member
Dr. S.K. Meena, Principal, MGOTC, MGUMST	Member
Dr. Aparna Garg, Asso. Prof. Dept. Of Physiology, MGMCH	Member
Dr. Deepesh Agarwal, Prof., Dept. Of Cardiology, MGMCH	Member
Dr. Pushpendra Saraswat, Director, Central Research Laboratory, MGMCH	Member
Dr. Nikhil Marwah, PHOD, Dept. Of Pedo. & Preventive Dentistry, MGDC&H	Member
Dr. Anchin Yadav, Asso. Prof., Dept. Of General Medicine, MGMCH	Member
Dr. (Mrs) Neeraj Chouhan, Librarian, MGUMST	Member Secretary

## Agenda of The Meeting

- Report on Annual Subscription: Print Journals & e Journals
- Status Report on Acquisition of Books for UG/PG/Super spatiality.
- To replace old and non-repairable computers and Purchase online UPS.
- Regarding CCTV Installation & Maintenance .
- Any other agenda with the permission of the chair

## Resolution/ Action was taken

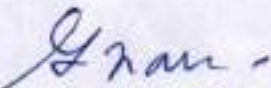
Librarian welcomed the committee members. Presented the status of library collection & services and Discussing about the agenda, the following decision were made.

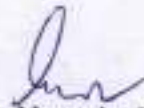
- Readout the budget allocation (for books, Journals & E-databases and other facilities) for the year 2019-20.
- Renewal of printed Journals in the library the committee discussed and approved as enclosed the Quotation for purchase of print journals the library subscribe 67 national and 53 international journals Rs.5110319
- Committee Discuss about K-hub Digital Library Subscription for the central library subscription Amount of K-Hub Rs.2,95,000 in the k-hub & Renewed Delnet membership Rs.13570
- Lib informed that as per guideline efforts were made to procure the copies of latest editions of textbooks & reference books for undergraduates & postgraduates (UGs/PGs) in consultation with respective HODs. So far copies of latest editions of textbook and reference books for

UGs&PGs had been procured total costing Rs.39,72,997.71 of 992 copies.it was pointed out that efforts will have to be made to procure the latest editions of those titles whose old editions are available in the Library collection.


- To replace old and non-repairable computers .as per MCI guidelines library should have "Air conditioned computer room (E-Library) with internet facility with minimum of 40 nodes. The central library has a well-equipped v library, with 40 internet connected computer terminals, each provided with email facility and access to e resources. Besides internet, online facility with regard to Library Management Software E-library has been set up .Online Public Access Catalogue((OPAC)helps the readers in searching the books of their choice and its availability in the library.
- Installation of CCTV cameras in extended area of the library it personnel had visit the library and suggested 16 camera and one DVR of 32 port should be acquired for bringing the extended area of the library under CCTV surveillance.

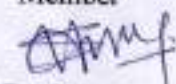
The meeting ended with thanks to the chairman.

  
Dr. G. N. Saxena,  
Chairman

  
Dr. Narendra Padiyar  
Member

  
Mr. Giriraj Soni  
Member

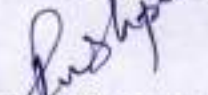
  
Dr. Saleem Akhtar Naqvi  
Member


  
Dr. S.K. Meena  
Member

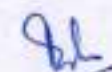
  
Dr. Subhash Nepalia  
Member

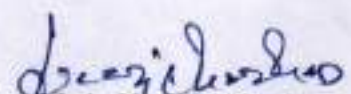
  
Dr. Aparna Garg  
Member

  
Dr. Deepesh Agarwal  
Member

  
Dr. Pushpendra Saraswat  
Member

  
Dr. Nikhil Marwah  
Member

  
Dr. Anchin Yadav  
Member

  
Dr. (Mrs) Neeraj Chouhan,  
Member Secretary



## Minutes of the Library Committee Meeting

The Meeting of library committee was held on 16 Nov.2018 at at 2:00PM in Dean's Office, MGMC&H, Jaipur. The Following Members Were Present.

Dr. G. N. Saxena, Dean and Principal & Controller, MGMC&H	Chairman
Dr. Narendra Padiyar, Dean and Principal, MGDC&H	Member
Mr. Giriraj Soni, Dean and Principal, MGNC	Member
Dr. Saleem Akhtar Naqvi (PT), Dean and Principal, MGPC	Member
Dr. S.K. Meena, Principal, MGOTC , MGUMST	Member
Dr.Subhash Nepalia,PHOD, Dept. of Gastroenterology, MGMC&H	Member
Dr. Aparna Garg, Asso. Prof., , Dept. Of Physiology, MGMC&H	Member
Dr. Deepesh Agarwal, Prof.,Dept. Of Cardiology, MGMC&H	Member
Dr. Pushpendra Saraswat, Director, Central Research Laboratory, MGMC&H	Member
Dr. Nikhil Marwah, PHOD, Dept. Of Pedo. & Preventive Dentistry, MGDC&H	Member
Dr. Anchin Yadav, Asso. Prof., Dept. Of General Medicine, MGMC&H	Member
Dr. (Mrs) Neeraj Chouhan, Librarian, MGUMST	Member Secretary

### **Agenda of The Meeting**

- Report on Library Management Software(KOHA)
- Regarding Organize a library seminar in the central library
- Report of Book & Journals Procurement & Delnet Renewal
- To Procurement of Books & journals for New Session
- To Renewal DELNET membership
- To Place Fire safety cylinder in the library

### **Resolution/ Action was taken**

Librarian welcomed the committee members. Presented the status of library collection & services and Discussing about the agenda, the following decision were made.


- Readout the budget allocation (for books, Journals& E-databases and other facilities) for the year 2018-19.
- The committee discussed and approved LMS KOHA for Library Automation. KOHA Software KOHA Installed in Library Rs76,700
- To organize a library seminar in the library Committee permitted Organized Seminar on 3<sup>rd</sup> July,2018
- The University Journal (MGUMST, Journal) published by Jaypee Publication print as well as e version maintain by Jaypee brothers.
- E books for critical care medicine purchased Rs.24026 & bookspurchaseRs1,61071some other books for NABH Department, management office& Biography of Shri Narendra Modi ji purchased.
- Renewal of DELNT membership DELNET Membership Renewed Rs.13570
- Procurement of Books & Journals for New Session The Library Committee discussed and

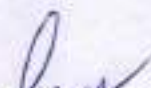
librarian call quotation for coming year.  
The meeting ended with thanks to the chairman.

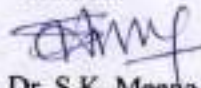
  
Dr. G. N. Saxena,  
Chairman

  
Dr. Saleem Akhtar Naqvi  
Member

  
Dr. Aparna Garg  
Member

  
Dr. Nishil Marwah  
Member

  
Dr. Narendra Padiyar  
Member

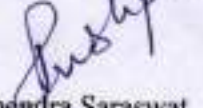
  
Dr. S.K. Meena  
Member

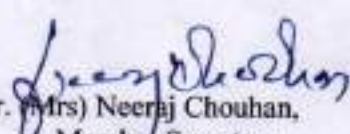
  
Dr. Deepesh Agarwal  
Member

  
Dr. Anchin Yadav  
Member

  
Mr. Giriraj Soni  
Member

  
Dr. Subhash Nepal  
Member

  
Dr. Pushpendra Saraswat  
Member

  
Dr. (Mrs) Neeraj Chouhan,  
Member Secretary



Dr. K. D. Gupta Knowledge Resource Centre

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Ref. No. MGMCH/LIB/COMMIT-2017-18

05Dec.,2017

## **Minutes of the Library Committee Meeting**

A Meeting of Library Committee was held on 17Nov ,2017 at 2:00PM in Dean's Office, MGMC&H, Jaipur. The Following Members Were Present.

Dr. G. N. Saxena, Dean and Principal & Controller, MGMC&H	Chairman
Dr. Narendra Padiyar, Dean and Principal, MGDC&H	Member
Mr. Giriraj Soni, Dean and Principal, MGNC	Member
Dr. Saleem Akhtar Naqvi (PT), Dean and Principal, MGPC	Member
Dr. S.K. Meena, Principal, MGOTC , MGUMST	Member
Dr.Subhash Nepalia,PHOD, Dept. of Gastroenterology, MGMC&H	Member
Dr. Aparna Garg, Asso. Prof., Dept. Of Physiology, MGMC&H	Member
Dr. Deepesh Agarwal, Prof.,Dept. Of Cardiology, MGMC&H	Member
Dr. Pushpendra Saraswat, Director, Central Research Laboratory, MGMC&H	Member
Dr. Nikhil Marwah, PHOD, Dept. Of Pedo. & Preventive Dentistry, MGDC&H	Member
Dr. Anchin Yadav, Asso. Prof., Dept. Of General Medicine, MGMC&H	Member
Dr. (Mrs) Neeraj Chouhan, Librarian, MGUMST	Member Secretary

## **Agenda of The Meeting**

- Purchase of New Books
- Renewal Subscription To National & International Journal
- Membership Renewal of BMJ E Journals Collection
- Membership Renewal of DELNET
- Binding of Tear Books & Journals

## **Resolution/ Action was taken**

Librarian welcomed the committee members. Presented the status of library collection & services and Discussing about the agenda, the following decision were made.

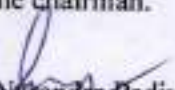
- Readout the budget allocation (for books, Journals& E-databases and other facilities) for the year 2017-18.
- Discuss about Library Allocate Fund & Utilization of library fund Library Books, Journals & e resources Purchasing.
- Report on Books Purchased for UG, PG& DM/Mch Courses Books purchased Rs2617694.
- Report about Renewal of printed Journals & Renewed BMJ membership for 2017 in the library

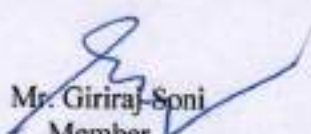
the committee discussed and approved, as enclosed the Quotation for purchase of print journals in the library. Subscription Amount: Rs.29,99,547.

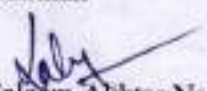
- The committee discussed and approved for renewal BMJ e Journals Collection Subscription Amount Rs.5,54,400.
- The committee discussed and approved for Membership renewal for DELNET, as enclosed the Quotation for subscription of DELNET Renewal Amount Rs. 11,500.
- Binding of Tear Books & Journals Approved, as enclosed the Quotation for binding.

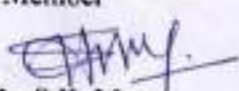
The meeting ended with thanks to the chairman.

  
Dr. G. N. Saxena,  
Chairman


  
Dr. Narendra Padiyar  
Member


  
Mr. Giriraj Soni  
Member

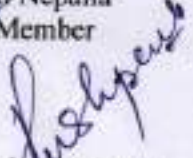
  
Dr. Saleem Akhtar Naqvi  
Member


  
Dr. S.K. Meena  
Member


  
Dr. Subhash Nepal  
Member


  
Dr. Aparna Garg  
Member

  
Dr. Deepesh Agarwal  
Member

  
Dr. Pushpendra Saraswat  
Member

  
Dr. Nikhil Marwah  
Member

  
Dr. Anchin Yadav  
Member

  
Dr. (Mrs) Neera Chouhan,  
Member Secretary



Dr. K. D. Gupta Knowledge Resource Centre

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Ref. No. MGMCH/LIB/COMMIT-2016-17

12Dec.,2016

## Minutes of the Library Committee Meeting

A Meeting of Library Committee was held on 25 Nov, 2016 at 2:00 PM in Dean's Office, MGMC&H, Jaipur, To discuss the various issues for further developing and strengthening the Function of central library as per library users need. The Following Members Were Present.

Dr. G. N. Saxena, Dean and Principal & Controller, MGMC&H	Chairman
Dr. Narendra Padiyar, HOD Professor of Prosthodontics, MGDC&H	Member
Mr. Giriraj Soni, Dean and Principal, MGNC	Member
Dr. Madhushudan Tiwari (PT), Dean and Principal, MGPC	Member
Dr. Subhash Nepalia, PHOD, Dept. of Gastroenterology, MGMC&H	Member
Dr. S.K. Meena, Principal, MGOTC, MGUMST	Member
Dr. Dr. Aparna Garg, Asso. Prof., Dept. Of Physiology, MGMC&H	Member
Dr. Deepesh Agarwal, Prof., Dept. Of Cardiology, MGMC&H	Member
Dr. Pushpendra Saraswat, Director, Central Research Laboratory, MGMC&H	Member
Dr. Nikhil Marwah, PHOD, Dept. Of Pedo. & Preventive Dentistry, MGDC&H	Member
Dr. Anchin Yadav, Asso. Prof., Dept. Of General Medicine, MGMC&H	Member
Dr. (Mrs) Neeraj Chouhan, Librarian, MGUMST	Member Secretary

## Agenda of Meeting

- Utilization of Library allocation fund
- Procurement report of Print journals
- Procurement report of Books
- Procurement Report of e Databases
- Institutional membership for DELNET
- Any other agenda with the permission of the Chairman.

## Resolution/ Action was taken

Librarian welcomed the committee members. Presented the status of library collection & services and Discussing about the agenda, the following decision were made.

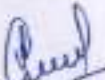
- Readout the budget allocation (for books, Journals & E-databases and other facilities) for the year 2016-17.
- Lib. Procure 133 National & International Journals Subscribed for the year 2016 by Central news Agency, New Delhi. new super speciality departments; Urology, nephrology, Cardiac Anaesthesia, Cardiology, CTVS, Neurology Neurosurgery 27 journals added as per Head of the department 's suggestions. Subscription Cost: Rs.1722694.00. It was opined during the meeting that few titles in the area of "Medical Education and Medical Ethics" should be subscribed. Two Titles recommended for subscription for 2016. the annual subscription charges Rs.339628.00 (USD 4838) subscribed (i) MEDICAL EDUCATION (ii) ACADEMIC MEDICINE. We got online version of another journal namely "clinical Teacher" will be made accessible free of cost. Amount: Rs.6125313.
- The University Journal (MGUMST, Journal) published by Jaypee Publication print as well as

e version maintain by Jaypee brothers. subscription Rs.491417.


- Lib. present Procurement report of Books Purchase for UG, PG and DM/Mch courses. Total of 772 books were bought on the basis of all the departments HOD's Book Suggestions. Books purchased Rs2615799.
  - BMJ e journals collection and DELNET Subscribed for the current year .
- The meeting ended with thanks to the chairman.

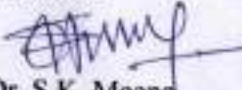
  
Dr. G. N. Saxena,  
Chairman

  
Dr. Saleem Akhtar Naqvi  
Member

  
Dr. Aparna Garg  
Member

  
Dr. Nikhil Marwah  
Member


  
Dr. Narendra Padiyar  
Member

  
Dr. S.K. Meena  
Member


  
Dr. Deepesh Agarwal  
Member

  
Dr. Anchin Yadav  
Member

  
Mr. Giriraj Soni  
Member

  
Dr. Subhash Nepalia  
Member

  
Dr. Pushendra Saraswat  
Member

  
Dr. (Mrs) Neeraj Chouhan,  
Member Secretary



## Minutes of the Library Committee Meeting

A Meeting of Library Committee was held on 27Nov,2015 at 2:00PM in Dean's Office, MGMC&H, Jaipur, To discuss the various issues for further developing and strengthening the Function of central library as per library users need. The Following Members Were Present.

Dr. G. N. Saxena, Dean and Principal & Controller, MGMC&H	Chairman
Dr. Narendra Padiyar, HOD Professor of Prosthodontics, MGDC&H	Member
Mr. Giriraj Soni, Dean and Principal, MGNC	Member
Dr. Madhushudan Tiwari (PT), Dean and Principal, MGPC	Member
Dr. S.K. Meena, Principal, MGOTC , MGUMST	Member
Dr. Apama Garg, Asso. Prof., Dept. Of Physiology, MGMC&H	Member
Dr. Deepesh Agarwal, Prof., Dept. Of Cardiology, MGMC&H	Member
Dr. Pushpendra Saraswat, Director, Central Research Laboratory, MGMC&H	Member
Dr. Nikhil Marwah, PHOD, Dept. Of Pedo. & Preventive Dentistry, MGDC&H	Member
Dr. Anchin Yadav, Asso. Prof., Dept. Of General Medicine, MGMC&H	Member
Dr. (Mrs) Neeraj Chouhan, Librarian, MGUMST	Member Secretary

### Agenda of Meeting

- Utilization of Library allocate fund
- Procurement report of Books & Journals
- Renewal to National & International journals for 2016
- To Discuss about DM/Mch Books Purchasing
- To Subscribe e Databases & DELNET
- Any other agenda with the permission of the Chairman.

### Resolution/ Action was taken

Librarian welcomed the committee members. Presented the status of library collection & services and Discussing about the agenda, the following decision were made.

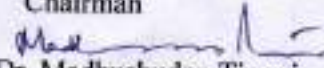
- Readout the budget allocation (for books, Journals & E-databases and other facilities) for the year 2015-16.
- Lib. present Procurement report of Books & Journals purchased. In the year 2015 library subscribed 65 National Journal and 43 International journals Subscription cost Rs.3590420.00.
- As per HOD's Suggestion Quotation for new courses book & Journals present for the discussion & recommendation
- To maintain high standard of education or easy access for journals BMJ Journals Collection subscription package recommended for 2016 (BMJ Journals Collection) Subscribed specially for super speciality departments Subscription Amount: Rs.284275.20. Many quality journals


include in this package- as BMJ(British Medical Journal),GUT,Heart, Journal of Neuro  
Interventional Surgery, Thorax, Postgraduate Medical Journal,BJO,BJR etc.


- To Discuss about Library membership for DELNET and approved, as enclosed the Quotation  
for subscription of DELNET in the library

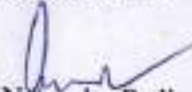
The meeting ended with thanks to the chairman.

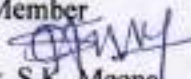
  
Dr. G. N. Saxena,  
Chairman


  
Dr. Madhushudan Tiwari  
Member

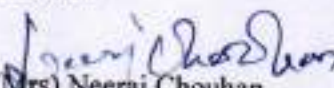
  
Dr. Deepesh Agarwal  
Member

  
Dr. Anchin Yadav  
Member


  
Dr. Narendra Padiyar  
Member

  
Dr. S.K. Meena  
Member

  
Dr. Pushpendra Saraswat  
Member

  
Dr. (Mrs) Neeraj Chouhan,  
Member Secretary

  
Mr. Giriraj Soni  
Member

  
Dr. Aparna Garg  
Member

  
Dr. Nikhil Marwah  
Member



# Mahatma Gandhi Dental College & Hospital

MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY, JAIPUR

(Sponsoring Body : India Education Trust)

RIICO Institutional Area, Sitapura, Tonk Road, JAIPUR - 302 022 (Raj.) INDIA

Phone : 0141-2770300, 3292139 • Fax : 0141-2770326

email : principal.dental@mgumst.org


22/01/2020

## OFFICE ORDER

A LIBRARY ADVISORY COMMITTEE of this institute is hereby constituted for the academic year 2020-21.

S.NO	NAME AND DESIGNATION	POSITION
1.	Dr. ANSHUMAN JAMDADE , HOD, Oral Medicine And Radiology	CHAIRMAN
2.	Dr. VIKAS KUNWAR SINGH HOD, Oral And Maxillofacial Surgery	MEMBER
3.	Dr. PRAGATI KAURANI Professor of Prosthodontics and PhD scholar	MEMBER
4.	Mr.NAMAN GOYAL , UG Student	MEMBER
5.	Dr.SONALI MISHRA , PG Student	MEMBER
6.	Mr.MAHESH KUMAR Librarian, MGDCH	MEMBER

The committee will be responsible for ensuring smooth functioning of library and will recommend improvement /purchase of books and journals from time to time.

  
Dr. NARENDRA PADIYAR

Principal

Mahatma Gandhi Dental College  
& Hospital ,Sitapura , Jaipur

Copy to:-

1. PA to President, MGUMST
2. PA to Registrar, MGUMST
3. Dr. Anshuman Jamdade, HOD, Oral Medicine And Radiology
4. Members of Library Advisory Committee as per list.



## **Mahatma Gandhi Dental College & Hospital**

(A UNIT OF MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY)

RIICO Institutional Area, Sitapura, JAIPUR -302022


Phone: 2770300 (Ext. 201 Dental College), Fax: 2770326



9/07/2020

### **CIRCULAR**

A meeting of the Library Advisory Committee has been scheduled between 10:30- 11:30 on 11th July , 2020 in the library of Mahatma Gandhi Dental College and Hospital. All members are requested to be present.

  
**Dr. Anshuman Jamdade**

Chairman

Library Advisory Committee

#### **Copy to:-**

1. The Principal, MGDC&H
2. All the Committee members, MGDC&H
3. The Librarian MGDC&H
4. Chief Central Librarian, MGUMST



## ***Mahatma Gandhi Dental College & Hospital***

(A UNIT OF MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY)

RIICO Institutional Area, Sitapura, JAIPUR -302022

Phone: 2770300 (Ext.: 201 Dental College), Fax: 2770326



### **Minutes of the Library Committee Meeting**

A Meeting of Library Committee was held on, 11<sup>th</sup> July, 2020 at 10:30 am in the library of Mahatma Gandhi Dental College and Hospital, Jaipur to discuss the various issues for further developing and strengthening the functioning of dental library. The Following Members were present.

Dr. Anshuman Jamdade, HOD, Oral Medicine and Radiology	Chairman
Dr. Vikas Kunwar Singh, HOD, Oral and Maxillofacial Surgery	Member
Dr. Pragati Kaurani, Professor of Prosthodontics and PhD Scholar	Member
Mr. Naman Goyal, UG Student	Member
Dr. Sonali Mishra, PG Student	Member
Mr. Mahesh Kumar, Librarian, MGDCH	Member

#### **Agenda of Meeting**

Updating various years library dissertations and thesis studies

Improvement of different volumes of various subject books

Purchase of different journals of latest years

Input from all the committee members regarding any other agenda

#### **Resolution/ Action was taken**

Librarian welcomed the committee members. Presented the status of library collection services and discussing about the agenda, the following decision were made.

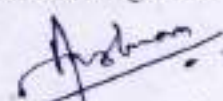
Record of various years library dissertations and thesis studies to be prepared within a month time.

List of different volumes of various subject books to be procured was finalized

Budget for different journals of latest year was discussed and finalized for proposal to the University.

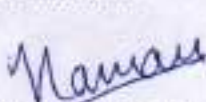
The members felt that there was a need for a mechanism to improve the attendance of PG students in the library. It was decided that the Librarian will update the HODs on PGs' attendance on a monthly basis.

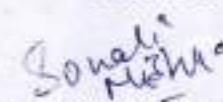
The meeting ended with thanks to the chairman.

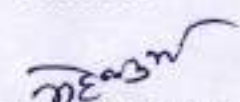
  
Dr. Anshuman Jamdade  
Chairman

  
Dr. Vikas Kunwar Singh  
Member

  
Dr. Pragati Kaurani  
Member

  
Mr. Naman Goyal  
Member

  
Dr. Sonali Mishra  
Member

  
Mr. Mahesh Kumar  
Member



## **Mahatma Gandhi Dental College & Hospital**

(A UNIT OF MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY)

RIICO Institutional Area, Sitapura, JAIPUR -302022

Phone: 2770300 (Ext. 201 Dental College), Fax: 2770326



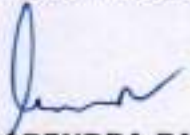
16/01/2019

### **OFFICE ORDER**

A LIBRARY ADVISORY COMMITTEE of this institute is hereby constituted for the academic year 2019-20.

S.NO	NAME AND DESIGNATION	POSITION
1.	Dr. SUMANTH PRASAD, HOD, Public Health Dentistry	CHAIRMAN
2.	Dr. RUCHIKA TIWARI Professor of Oral And Maxillofacial Surgery	MEMBER
3.	Dr. PRAGATI KAURANI Professor, Department of Prosthodontics and PhD scholar	MEMBER
4.	Ms.MANSI MENGHANI, UG Student	MEMBER
5.	Dr.MOHSIN KHAN ,PG Student	MEMBER
6.	Mr.MAHESH KUMAR Librarian, MGDCH	MEMBER

The committee will be responsible for ensuring smooth functioning of library and will recommend improvement /purchase of books and journals from time to time.

  
**Dr. NARENDRA PADYAR U**  
Principal  
Mahatma Gandhi Dental College  
& Hospital ,Sitapura , Jaipur

Copy to:-

1. PA to President, MGUMST
2. PA to Registrar, MGUMST
3. Dr. Sumanth Prasad,HOD, Public Health Dentistry
4. Members of Library Advisory Committee as per list.



## ***Mahatma Gandhi Dental College & Hospital***

(A UNIT OF MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY)

RIICO Institutional Area, Sitapura, JAIPUR -302022

Phone: 2770300 (Ext.: 201 Dental College), Fax: 2770328



24/6/2019

### **CIRCULAR**

A meeting of the Library Advisory Committee has been scheduled between 10:30- 11:30 on 26th June , 2019 in the library of Mahatma Gandhi Dental College and Hospital . All members are requested to be present.

Dr. Sumanth Prasad

Chairman

Library Advisory Committee

#### **Copy to:-**

1. The Principal, MGDC&H
2. All the Committee members, MGDC&H
3. The Librarian MGDC&H
4. Chief Central Librarian, MGUMST



## ***Mahatma Gandhi Dental College & Hospital***

(A UNIT OF MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY)

RIICO Institutional Area, Sitapura, JAIPUR -302022

Phone: 2770300 (Ext.: 201 Dental College), Fax: 2770326



### **Minutes of the Library Committee Meeting**

A Meeting of Library Committee was held on, 26th June, 2019 at 10:30 am in the library of Mahatma Gandhi Dental College and Hospital, Jaipur to discuss the various issues for further developing and strengthening the functioning of dental library. The Following Members were present.

Dr. Sumanth Prasad, HOD, Public Health Dentistry	Chairman
Dr. Ruchika Tiwari, Professor of Oral Health and Maxillofacial Surgery	Member
Dr. Pragati Kaurani, Professor Department of Prosthodontics and PhD Scholar	Member
Ms. Mansi Menghani, UG Student	Member
Dr. Mohsin Khan, PG Student	Member
Mr. Mahesh Kumar, Librarian, MGDCH	Member

### **Agenda of Meeting**

Review of functioning of Library

Improvement and Purchase of new books

Improvement in the collection of new journals.

Purchase of latest journals

Renewal of subscription of E-Journal

Any other item with the permission of the chairman

**Resolution/ Action was taken**

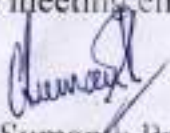
Librarian welcomed the committee members. Presented the status of library collection services and discussing about the agenda, the following decision were made.

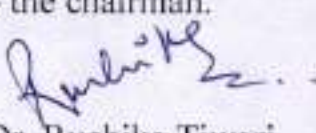
The record of purchasing of new books was discussed and the budget proposal discussed.

List of new journal articles discussed

Record of budget of latest journals finalized

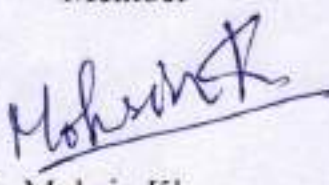
The meeting ended with thanks to the chairman.

  
Dr. Sumanth Prasad  
Chairman

  
Dr. Ruchika Tiwari  
Member

  
Dr. Pragati Kaurani  
Member

  
Ms. Mansi Menghani  
Member

  
Dr. Mohsin Khan  
Member

  
Mr. Mahesh Kumar  
Member



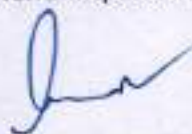
13/02/2018

## OFFICE ORDER

A LIBRARY ADVISORY COMMITTEE of this institute is hereby constituted for the academic year 2018-19.

S.NO	NAME AND DESIGNATION	POSITION
1.	Dr. KAMAL BAJAJ HOD Orthodontics & Dentofacial Orthopedics	CHAIRMAN
2.	Dr. ASHWINI PRASAD Professor of Conservative & Endodontics	MEMBER
3.	Dr. BHARATHI PADIYAR Reader, Department Of Pedodontics & Preventive Dentistry and PhD Scholar	MEMBER
4.	Ms.BHAVYA NIGAM, UG Student	MEMBER
5.	Dr.HINA KAUSHER , PG Student	MEMBER
6.	Mr.MAHESH KUMAR Librarian, MGDCH	MEMBER

The committee will be responsible for ensuring smooth functioning of library and will recommend improvement /purchase of books and journals from time to time.

  
**Dr. NARENDRA PADIYAR**  
Principal  
Mahatma Gandhi Dental College  
& Hospital, Sitapura, Jaipur

Copy to:-

1. PA to President, MGUMST
2. PA to Registrar, MGUMST
3. Dr. Kamal Bajaj, HOD Orthodontics & Dentofacial Orthopedics
4. Members of Library Advisory Committee as per list.



**Mahatma Gandhi Dental College & Hospital**  
(A UNIT OF MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY)  
RIICO Institutional Area, Sitapura, JAIPUR -302022  
Phone: 2770300 (Ext.. 201 Dental College), Fax: 2770326



18/7/2018

## CIRCULAR

A meeting of the Library Advisory Committee has been scheduled between 10:30- 11:30 on 20<sup>th</sup> July , 2018 in the library of Mahatma Gandhi Dental College and Hospital. All members are requested to be present.

**Dr. Kamal Bajaj**

Chairman

Library Advisory Committee

**Copy to:-**

1. The Principal, MGDC&H
2. All the Committee members, MGDC&H
3. The Librarian MGDC&H
4. Chief Central Librarian, MGUMST



## ***Mahatma Gandhi Dental College & Hospital***

(A UNIT OF MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY)

RIICO Institutional Area, Sitapura, JAIPUR -302022

Phone: 2770300 (Ext. 201 Dental College), Fax: 2770326



### **Minutes of the Library Committee Meeting**

A Meeting of Library Committee was held on 20th July, 2018 at 10:30 am in the library of Mahatma Gandhi Dental College and Hospital, Jaipur to discuss the various issues for further developing and strengthening the functioning of dental library. The Following Members were present.

Dr. Kamal Bajaj, HOD Orthodontics & Dentofacial Orthopedics	Chairman
Dr. Ashwini Prasad, Professor of Conservative & Endodontics	Member
Dr. Bharathi Padiyar, Reader, Department of Pedodontics & Preventive Dentistry and PhD scholar	Member
Ms. Bhavya Nigam, UG Student	Member
Dr. Hina Kausher, PG Student	Member
Mr. Mahesh Kumar, Librarian, MGDCH	Member

### **Agenda of Meeting**

Purchase of latest publications of various journals

Review of books register

Review of Journal register

### **Resolution/ Action was taken**

Librarian welcomed the committee members. Presented the status of library collection services and discussing about the agenda, the following decision were made.

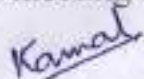
List of latest Publications of various journals discussed

Budget of various journals was discussed and the amount sanctioned was Rs. 998833.

Record of books register and journals register was discussed.

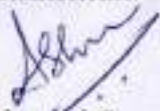
New agendas planned and discussed regarding improvements in collection of data for various books.

The meeting ended with thanks to the chairman.



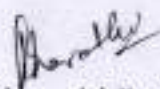
Dr. Kamal Bajaj

Chairman



Dr. Ashwini Prasad

Member



Dr. Bharathi Padiyar

Member



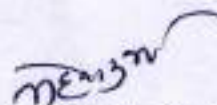
Ms. Bhavya Nigam

Member



Dr. Hina Kausher

Member



Dr. Mahesh Kumar

Member




20/1/2017

### OFFICE ORDER

A LIBRARY ADVISORY COMMITTEE of this institute is hereby constituted for the academic year 2017-18.

S.NO	NAME AND DESIGNATION	POSITION
1.	Dr. DEEPAK RAISINGANI HOD, Conservative Dentistry & Endodontics	CHAIRMAN
2.	Dr. ASHISH YADAV, Professor of Periodontics	MEMBER
3.	DR. NIKHIL MARWAH, HOD Pedodontics & Preventive Dentistry & PhD Scholar	MEMBER
4.	Ms. VARSHA MANGTANI, UG Student	MEMBER
5.	Dr. GAURANG THANVI, PG Student	MEMBER
6.	Mr. MAHESH KUMAR Librarian, MGDCH	MEMBER

The committee will be responsible for ensuring smooth functioning of library and will recommend improvement /purchase of books and journals from time to time.

  
**Dr. NARENDRA PADIYAR U.**

Principal

**Mahatma Gandhi Dental College & Hospital, Sitapura, Jaipur-302022**

Copy to:-

1. PA to President, MGUMST
2. PA to Registrar, MGUMST
3. Dr. Deepak Raisingani, HOD, Conservative Dentistry & Endodontics
4. Members of Library Advisory Committee as per list.



19/6/2017

## CIRCULAR

A meeting of the Library Advisory Committee has been scheduled between 10:30- 11:30 on 21st June, 2017 in the library of Mahatma Gandhi Dental College and Hospital. All members are requested to be present.

*Deepak* 19/6/2017  
Dr. Deepak Raisingani

Chairman

Library Advisory Committee

**Copy to:-**

1. The Principal, MGDC&H
2. All the Committee members, MGDC&H
3. The Librarian MGDC&H
4. Chief Central Librarian, MGUMST



## ***Mahatma Gandhi Dental College & Hospital***

(A UNIT OF MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY)

RIICO Institutional Area, Sitapura, JAIPUR -302022

Phone: 2770300 (Ext.: 201 Dental College), Fax: 2770326



### **Minutes of the Library Committee Meeting**

A Meeting of Library Committee was held on 21<sup>st</sup> June, 2017 at 10:30 am in the library of Mahatma Gandhi Dental College and Hospital, Jaipur to discuss the various issues for further developing and strengthening the functioning of dental library. The Following Members were present.

Dr. Deepak Raisingani, HOD, Conservative Dentistry & Endodontics	Chairman
Dr. Ashish Yadav, Professor of Periodontics	Member
Dr. Nikhil Marwah, HOD Pedodontics & Preventive Dentistry & PhD Scholar	Member
Ms. Varsha Mangtani, UG Student	Member
Dr. Gaurang Thanvi, PG Student	Member
Mr. Mahesh Kumar, Librarian, MGDCH	Member

#### **Agenda of Meeting**

Review of latest subject books

Review of photocopying facility and charges of photocopying.

Collection and purchase of latest E- journals of various subjects

#### **Resolution/ Action was taken**

Librarian welcomed the committee members. Presented the status of library collection services and discussing about the agenda, the following decision were made.

Record of latest subject books discussed

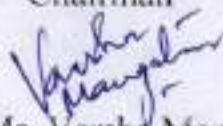
Photocopying machine working checked and the amount of Rs. 1 per page finalized and the total amount was submitted to the accounts department in the university.

Budget of latest E- journals of various subjects and books discussed and the amount sanctioned to be Rs. 644433.

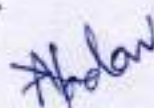
The meeting ended with thanks to the chairman.

  
Dr. Deepak Raisingani

Chairman

  
Ms. Varsha Mangtani

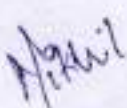
Member

  
Dr. Ashish Yadav

Member

  
Dr. Gaurang Thanvi

Member

  
Dr. Nikhil Marwah

Member

  
Mr. Mahesh Kumar

Member



MGDCH/MDS/

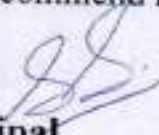
Date:- 12<sup>th</sup> January 2016


## OFFICE ORDER

A LIBRARY ADVISORY COMMITTEE of this institute is hereby constituted for the academic year 2016-17.

S.No	NAME AND DESIGNATION	POSITION
1.	Dr. NARENDRA PADIYAR U. HOD Professor of Prosthodontics, Crown and Bridge	CHAIRMAN
2.	Dr. PRANATI ESHWAR Professor of Public Health Dentistry	MEMBER
3.	Dr. NIKHIL MARWAH HOD Pedodontics & Preventive Dentistry & Phd Scholar	MEMBER
4.	Ms. SANJANA ASERI, UG Student	MEMBER
5.	Dr. AVNEET KAUR, PG Student	MEMBER
6.	Mrs. KRISHNA GURJAR, Librarian MGDCH	MEMBER

The committee will be responsible for ensuring smooth functioning of library and will recommend improvement/ purchase of books and journals from time to time.

  
Principal

  
Mahatma Gandhi Dental College  
& Hospital, Sitapura, Jaipur

Copy to:-

1. PA to President, MGUMST
2. PA to Register, MGUMST
3. Dr. Narendra Padiyar U. HOD Professor of Prosthodontics, Crown & Bridge
4. Members of Library Advisory Committee as per list



## CIRCULAR

A meeting of the Library Advisory Committee has been scheduled between 10:30- 11:30 on 16<sup>th</sup> July, 2016 in the library of Mahatma Gandhi Dental College and Hospital. All members are requested to be present.

Dr. Narendra Padiyar U.

Chairman

Library Advisory Committee

**Copy to:-**

1. The Principal, MGDC&H
2. All the Committee members, MGDC&H
3. The Librarian MGDC&H
4. Chief Central Librarian, MGUMST



### **Minutes of the Library Committee Meeting**

A Meeting of Library Committee was held on 16th July, 2016 at 10:30 am in the library of Mahatma Gandhi Dental College and Hospital, Jaipur to discuss the various issues for further developing and strengthening the functioning of dental library. The Following Members were present.

Dr. Narendra Padiyar U. Professor of Prosthodontics Crown and Bridge	Chairman
Dr. Pranati Eshwar, Professor of Public Health Dentistry	Member
Dr. Nikhil Marwah, HOD Pedodontics & Preventive Dentistry & Phd Scholar	Member
Ms. Sanjana Aseri, UG Student	Member
Dr. Avneet Kaur, PG Student	Member
Mrs. Krishna Gurjar, Librarian, MGDCH	Member

### **Agenda of Meeting**

Review of the books with latest editions and volumes

Review of journals timely

Purchase of new books

Purchase of new journals

### **Resolution/ Action was taken**

Librarian welcomed the committee members. Presented the status of library collection services and discussing about the agenda, the following decision were made.

Record of Latest edition books for the required subjects was discussed.

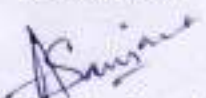
New Journals record discussed.

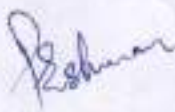
New books and journals budget discussed and the amount sanctioned was Rs. 694825.

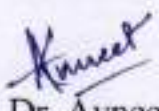
Other agendas for further improvements planned and discussed .

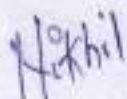
The meeting ended with thanks to the chairman.

  
Dr. Narendra Padiyar U.  
Chairman

  
Ms. Sanjana Aseri  
Member

  
Dr. Pranati Eshwar  
Member

  
Dr. Avneet Kaur  
Member

  
Dr. Nikhil Marwah  
Member

  
Mrs. Krishna Gurjar  
Member

# **Mahatma Gandhi Nursing College & Hospital**

(A UNIT OF MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY)

RIICO Institutional Area, Sitapura, JAIPUR -302022

Phone: 2770300 (Ext. 201 Dental College), Fax: 2770326

12<sup>th</sup> May, 2017

## **CIRCULAR**

A meeting has been scheduled between 11:30- 12:30 on 17<sup>th</sup> May, 2017 in the library of Mahatma Gandhi Nursing College. All members are requested to be present.


### **Agenda**

Review of the books with latest editions and volumes

Purchase of new books

Purchase of Library Stationary

Regarding Book Binding

  
Mr. Giriraj Prasad Soni

Chairman

Library Advisory Committee

### **Copy to:-**

1. The Principal, MGNC
2. All the Committee members, MGNC



## **Mahatma Gandhi Nursing College & Hospital**

(A UNIT OF MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY)

RIICO Institutional Area, Sitapura, JAIPUR -302022

Phone: 2770300 (Ext. 201 Dental College), Fax: 2770326

### **Minutes of the Library Committee Meeting**

A Meeting of Library Advisory Committee was held on 17<sup>th</sup> May, 2017 at 11:30 am in the library of Mahatma Gandhi Nursing College, Jaipur to discuss the various issues for further developing and strengthening the functioning of Nursing library. The Following Members were present.

Sr. No.	Name and Designation	Position in committee	Member Signature
1	Mr. Giriraj Prasad Soni ,Dean & Principal	Chairman	
2	Mr. Vikas Kumar Sharma ,Professor	Member	
3	Mr. Shiv Kumar Sharma ,Associate Professor	Member	
4	Abhishek Goyal ,B.Sc. (N) 3 <sup>rd</sup> year Student	Member	
5	Mr. Rajesh Kumar Meena ,Librarian, MGNC	Secretary	

### **Agenda of Meeting**

Review of the books with latest editions and volumes

Purchase of new books

Purchase of Library Stationary

Regarding Book Binding

### **Resolution/ Action was taken**

Librarian welcomed the committee members and discussing about the agenda, the following decision were made.

Record of Latest edition books for the required subjects was discussed.

New books budget discussed and the amount sanctioned was Rs. 50269.6.

Approval has received for book binding Rs.15010.and Library stationary costing Rs.1530/-.

Other agendas for further improvements planned and discussed .

The meeting ended with thanks to the chairman.

Mr. Rajesh Kumar Meena  
Secretary

Mr. Giriraj Prasad Soni  
Chairman



# **Mahatma Gandhi Physiotherapy College**

**MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY, JAIPUR**

**(Sponsoring Body : India Education Trust)**

RIICO Institutional Area, Sitapura, Tonk Road, JAIPUR - 302 022 (Raj.) INDIA

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## **MAHATMA GANDHI PHYSIOTHERAPY COLLEGE**

### **CIRCULAR**

Date : 26.03.2020

A meeting of Library Advisory Committee has been scheduled between 10.30 to 11.30 AM on 30<sup>th</sup> March 2020 at conference room. All members are requested to be present.

  
Member Secretary  
Library Committee

### **AGENDA:-**

- ❖ To discuss budget for purchase of books for library
- ❖ To advise books, journal & other material to be purchased



# **Mahatma Gandhi Physiotherapy College**

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## **MAHATMA GANDHI PHYSIOTHERAPY COLLEGE**

### **Library Advisory Committee Meeting Report dated 30.03.2020**

**Agenda :- Status report of departmental Library of MGPC for the year 2020**

**Date : 30.03.2020**

**Attendees :-**

- Dr. Anjali Jain
- Dr. Ashish Jain
- Dr. Chandan Jailiya
- Mr. Vikram Patedar (UG student)
- Dr. Vidhi Gupta (PG student)
- Mr. Jitendra Kumar Pal

**Points discussed during the meeting:-**

- ❖ Detailed information of departmental library
- ❖ Status report of departmental library of MGPC for the year 2020
- ❖ Supply status of departmental library for the year 2020

**Chairman  
Library Committee**

**Member  
Library Committee**



## **Mahatma Gandhi Physiotherapy College**

**MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY, JAIPUR**  
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### **ITEM NO. 1**

- ❖ To discuss budget for purchase of books for library

#### **Resolution**

Respected Chairman addressed the group and invited all the members to discuss on the agenda. It was resolved by discussing the budget with the accounts department & an amount of Rs.20000.00 for the year 2020.

### **ITEM NO. 2**

- ❖ To advise books, journal & other material to be purchased

#### **Resolution**

It was resolved that as usual certain books & Journal are to be purchased on regular basis for the development of the Library facilities in the College. For the current year books on Sport & Exercise Nutrition and therapeutic exercise have to be purchased.

Meeting adjourned at 11.30 AM

  
Chairman  
Library Committee

  
Member Secretary  
Library Committee



# **Mahatma Gandhi Physiotherapy College**

**MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY, JAIPUR**  
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## **MAHATMA GANDHI PHYSIOTHERAPY COLLEGE**

### **CIRCULAR**

Date : 15.09.2020

A meeting of Library Advisory Committee has been scheduled between 10.30 to 11.30 AM on 17 Sep. 2020 at conference room. All members are requested to be present.

  
Member Secretary  
Library Committee

### **AGENDA:-**

- ❖ To review the decision taken during last meeting.
- ❖ To discuss future course of action for the development of the Library facilities.



# Mahatma Gandhi Physiotherapy College

MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY, JAIPUR

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## MAHATMA GANDHI PHYSIOTHERAPY COLLEGE

### Library Advisory Committee Meeting Report dated 17.09.2020

Agenda :- Status report of departmental Library of MGPC for the year 2019

Date : 17.09.2020

#### Attendees :-

- Dr. Anjali Jain
- Dr. Ashish Jain
- Dr. Chandan Jailiya
- Mr. Vikram Patedar (UG student)
- Dr. Vidhi Gupta (PG student)
- Mr. Jitendra Kumar Pal

#### Points discussed in the meeting:-

- ❖ Detailed information of departmental library
- ❖ Status report of departmental library of MGPC for the year 2020
- ❖ Supply status of departmental library for the year 2020

  
Chairman  
Library Committee

  
Member  
Library Committee



# **Mahatma Gandhi Physiotherapy College**

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## **ITEM NO. 1**

- ❖ To review the decision taken during last meeting.

### **Resolution**

Respected Chairman addressed the group and invited all the members to discuss on the agenda. It was resolved that the prescribed books as discussed during last meeting were purchased the Library for Rs. 14704.00 against the allocated budget of Rs. 20000.00 for the year 2020. More books are being purchased within the allocated budget.

## **ITEM NO. 2**

- ❖ To discuss future course of action for the development of the Library facilities.

### **Resolution**

It was resolved that as usual certain books & Journal are to be purchased on regular basis for the development of the Library facilities in the College

Meeting adjourned at 11.30 AM

  
Chairman  
Library Committee

  
Member Secretary  
Library Committee





# **Mahatma Gandhi Physiotherapy College**

**MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY, JAIPUR**  
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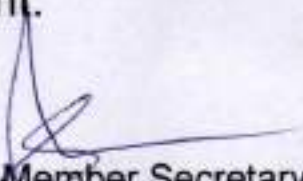
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## **MAHATMA GANDHI PHYSIOTHERAPY COLLEGE**

### **CIRCULAR**

Date : 15.03.2019

A meeting of Library Advisory Committee has been scheduled between 10.30 to 11.30 AM on 17<sup>th</sup> March 2019 at conference room. All members are requested to be present.

  
Member Secretary  
Library Committee

### **AGENDA:**

- ❖ To discuss budget for purchase of books for library
- ❖ To advise books, journal & other material to be purchased



# **Mahatma Gandhi Physiotherapy College**

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## **MAHATMA GANDHI PHYSIOTHERAPY COLLEGE**

### **Library Advisory Committee Meeting Report dated 17.03.2019**

**Agenda :- Status report of departmental Library of MGPC for the year 2019**


**Date : 17.03.2019**


#### **Attendees :-**

- Dr. Anjali Jain
- Dr. Ashish Jain
- Dr. Chandan Jailiya
- Mr. Vikram Patedar (UG student)
- Dr. Vidhi Jain (PG student)
- Mr. Jitendra Kumar Pal

#### **Points discussed during the meeting:-**

- ❖ Detailed information of departmental library
- ❖ Status report of departmental library of MGPC for the year 2019
- ❖ Supply status of departmental library for the year 2019

  
**Chairman**  
**Library Committee**

  
**Member**  
**Library Committee**



# Mahatma Gandhi Physiotherapy College

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## ITEM NO. 1

- ❖ To discuss budget for purchase of books for library

### Resolution

Respected Chairman addressed the group and invited all the members to discuss on the agenda. It was resolved by discussing the budget with the accounts department & an amount of Rs.200000.00 for the year 2019.

## ITEM NO. 2

- ❖ To advise books, journal & other material to be purchased

### Resolution

It was resolved that as usual important certain books & Journal are to be purchased on regular basis for the development of the Library facilities in the College.

Meeting adjourned at 11.30 AM

  
Chairman  
Library Committee

  
Member  
Library Committee



# **Mahatma Gandhi Physiotherapy College**

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## **MAHATMA GANDHI PHYSIOTHERAPY COLLEGE**

### **CIRCULAR**

Date: 09.09.2019

A meeting of Library Advisory Committee has been scheduled between 10.30 to 11.30 AM on 12 Sep. 2019 at conference room. All members are requested to be present.



Member Secretary  
Library Committee

### **AGENDA:**

- ❖ To review the decision taken during last meeting.
- ❖ To discuss future course of action for the development of the Library facilities.



# **Mahatma Gandhi Physiotherapy College**

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## **MAHATMA GANDHI PHYSIOTHERAPY COLLEGE**

### **Library Advisory Committee Meeting Report dated 12.09.2019**

**Agenda :- Status report of departmental Library of MGPC for the year 2019**

**Date : 12.09.2019**

**Attendees :-**

- Dr. Anjali Jain
- Dr. Ashish Jain
- Dr. Chandan Jailiya
- Mr. Vikram Patedar (UG student)
- Dr. Vidhi Jain (PG student)
- Mr. Jitendra Kumar Pal

**Points discussed during the meeting:-**

- ❖ Detailed information of departmental library
- ❖ Status report of departmental library of MGPC for the year 2019
- ❖ Supply status of departmental library for the year 2019

  
**Chairman**  
**Library Committee**

  
**Member**  
**Library Committee**



# **Mahatma Gandhi Physiotherapy College**

**MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY, JAIPUR**  
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## **ITEM NO. 1**

- ❖ To review the decision taken during last meeting.

### **Resolution**

Respected Chairman addressed the group and invited all the members to discuss on the agenda. It was resolved that the prescribed books as discussed during last meeting were purchased the Library for the year 2019. More books are being purchased within the allocated budget.

## **ITEM NO. 2**

- ❖ To discuss future course of action for the development of the Library facilities.

### **Resolution**

It was resolved that as usual certain books and journal are to be purchased on regular basis for the development of the library facilities in the college.

Meeting adjourned at 11.30 AM

  
Chairman  
Library Committee

  
Member Secretary  
Library Committee



# **Mahatma Gandhi Physiotherapy College**

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## **MAHATMA GANDHI PHYSIOTHERAPY COLLEGE**

### **CIRCULAR**

Date : 5.03.2018

A meeting of Library Advisory Committee has been scheduled between 10.30 to 11.30 AM on 7<sup>th</sup> March 2018 at conference room. All members are requested to be present.

  
Member Secretary  
Library Committee

### **AGENDA:**

- ❖ To discuss budget for purchase of books for library
- ❖ To advise books, journal & other material to be purchased



# **Mahatma Gandhi Physiotherapy College**

**MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY, JAIPUR**

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## **MAHATMA GANDHI PHYSIOTHERAPY COLLEGE**

### **Library Advisory Committee Meeting Report dated 7.03.2018**

**Agenda :- Status report of departmental Library of MGPC for the year 2018**

**Date : 7.03.2018**

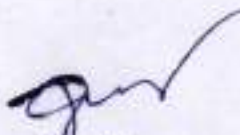
**Attendees :-**

- Dr. Anjali Jain
- Dr. Ashish Jain
- Dr. Kanika Jain
- Mr. Vikram Patedar (UG student)
- Dr. Prabha Meena (PG student)
- Mr. Jitendra Kumar Pal

**Points discussed during the meeting:-**

- ❖ Detailed information of departmental library
- ❖ Status report of departmental library of MGPC for the year 2018
- ❖ Supply status of departmental library for the year 2018

  
**Chairman**  
**Library Committee**

  
**Member**  
**Library Committee**



# Mahatma Gandhi Physiotherapy College

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## ITEM NO. 1

- ❖ To discuss budget for purchase of books for library

### Resolution

Respected Chairman addressed the group and invited all the members to discuss on the agenda. It was resolved by discussing the budget with the accounts department & an amount of Rs.150000.00 for the year 2018.

## ITEM NO. 2

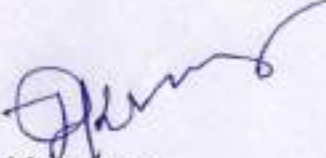
- ❖ To advise books, journal & other material to be purchased

### Resolution

It was resolved that as usual important certain books & Journal are to be purchased on regular basis for the development of the Library facilities in the College.

Meeting adjourned at 11.30 AM

  
Chairman  
Library Committee

  
Member  
Library Committee



# **Mahatma Gandhi Physiotherapy College**

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## **MAHATMA GANDHI PHYSIOTHERAPY COLLEGE**

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### **CIRCULAR**

Date: 12.09.2018

A meeting of Library Advisory Committee has been scheduled between 10.30 to 11.30 AM on 14 Sep. 2018 at conference room. All members are requested to be present.

  
Member Secretary  
Library Committee

### **AGENDA:**

- ❖ To review the decision taken during last meeting.
- ❖ To discuss future course of action for the development of the Library facilities.



## **Mahatma Gandhi Physiotherapy College**

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### **MAHATMA GANDHI PHYSIOTHERAPY COLLEGE**

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## **Library Advisory Committee Meeting Report dated 14.09.2018**

Agenda: - Status report of departmental Library of MGPC for the year 2018

Date: 14.09.2018

Attendees: -

- Dr. Anjali Jain
- Dr. Ashish Jain
- Dr. Kanika Jain
- Mr. Vikram Patedar (UG student)
- Dr. Prabha Meena (PG student)
- Mr. Jitendra Kumar Pal

Points discussed during the meeting:-

- ❖ Detailed information of departmental library
- ❖ Status report of departmental library of MGPC for the year 2018
- ❖ Supply status of departmental library for the year 2018

Chairman  
Library Committee

Member  
Library Committee



# Mahatma Gandhi Physiotherapy College

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## ITEM NO. 1

- ❖ To review the decision taken during last meeting.

### Resolution

Respected Chairman addressed the group and invited all the members to discuss on the agenda. It was resolved that the prescribed books as discussed during last meeting were purchased the Library for the year 2019. More books are being purchased within the allocated budget.


## ITEM NO. 2


- ❖ To discuss future course of action for the development of the Library facilities.

### Resolution

It was resolved that as usual certain books & Journal are to be purchased on regular basis for the development of the Library facilities in the College.

Meeting adjourned at 11.30 AM

  
Chairman  
Library Committee

  
Member  
Library Committee



# **Mahatma Gandhi Physiotherapy College**

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## **MAHATMA GANDHI PHYSIOTHERAPY COLLEGE**

### **CIRCULAR**

Date : 20.03.2017

A meeting of Library Advisory Committee has been scheduled between 10.30 to 11.30 AM on 24<sup>th</sup> March 2017 at conference room. All members are requested to be present.

**Member Secretary  
Library Committee**

### **AGENDA:**

- ❖ To discuss budget for purchase of books for library
- ❖ To advise books, journal & other material to be purchased



# **Mahatma Gandhi Physiotherapy College**

**MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY, JAIPUR**  
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## **MAHATMA GANDHI PHYSIOTHERAPY COLLEGE**

### **Library Advisory Committee Meeting Report dated 24.03.2017**

**Agenda :- Status report of departmental Library of MGPC for the year 2017**

**Date : 24.03.2017**

#### **Attendees :-**

- Dr. Anjali Jain
- Dr. Ashish Jain
- Dr. Kanika Jain
- Mr. Vikram Patedar (UG student)
- Dr. Prabha Meena (PG student)
- Mr. Jitendra Kumar Pal

#### **Points discussed during the meeting:-**

- ❖ Detailed information of departmental library
- ❖ Status report of departmental library of MGPC for the year 2017
- ❖ Supply status of departmental library for the year 2017

  
**Chairman**  
**Library Committee**

  
**Member**  
**Library Committee**



# Mahatma Gandhi Physiotherapy College

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Website : www.mgmt.org • email : physiotherapycollegemgmch@gmail.com

## ITEM NO. 1

- ❖ To discuss budget for purchase of books for library

### Resolution

Respected Chairman addressed the group and invited all the members to discuss on the agenda. It was resolved by discussing the budget with the accounts department & an amount of Rs.50000.00 for the year 2017.

## ITEM NO. 2

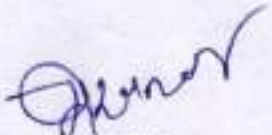
- ❖ To advise books, journal & other material to be purchased

### Resolution

It was resolved that as usual certain books & Journal are to be purchased on regular basis for the development of the Library facilities in the College. For the current year books worth Rs.50000.00 have to be purchased.

Meeting adjourned at 11.30 AM

  
Chairman  
Library Committee

  
Member  
Library Committee



# **Mahatma Gandhi Physiotherapy College**

**MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY, JAIPUR**

**(Sponsoring Body : India Education Trust)**

REICO Institutional Area, Sitapura, Tonk Road, JAIPUR - 302 022 (Raj.) INDIA

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Website : [www.mgumst.org](http://www.mgumst.org) • email : [physiotherapycollegemgmch@gmail.com](mailto:physiotherapycollegemgmch@gmail.com)

## **MAHATMA GANDHI PHYSIOTHERAPY COLLEGE**

### **CIRCULAR**

Date : 25.09.2017

A meeting of Library Advisory Committee has been scheduled between 10.30 to 11.30 AM on 27 Sep. 2017 at conference room. All members are requested to be present.



**Member Secretary  
Library Committee**

### **AGENDA:**

- ❖ To review the decision taken during last meeting.
- ❖ To discuss future course of action for the development of the Library facilities.



# **Mahatma Gandhi Physiotherapy College**

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## **MAHATMA GANDHI PHYSIOTHERAPY COLLEGE**

### **Library Advisory Committee Meeting Report dated 27.09.2017**

Agenda :- Status report of departmental Library of MGPC for the year 2017

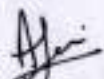
Date : 27.09.2017

#### **Attendees :-**

- Dr. Anjali Jain
- Dr. Ashish Jain
- Dr. Kanika Jain
- Mr. Vikram Patedar (UG student)
- Dr. Prabha Meena (PG student)
- Mr. Jitendra Kumar Pal

#### **Points discussed during the meeting:-**

- ❖ Detailed information of departmental library
- ❖ Status report of departmental library of MGPC for the year 2017
- ❖ Supply status of departmental library for the year 2017

  
Chairman  
Library Committee

  
Member  
Library Committee



# Mahatma Gandhi Physiotherapy College

MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY, JAIPUR

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## ITEM NO. 1

- ❖ To review the decision taken during last meeting.

### Resolution

Respected Chairman addressed the group and invited all the members to discuss on the agenda. It was resolved that the prescribed books as discussed during last meeting were purchased by the Library against the allocated budget for the year 2017.


## ITEM NO. 2

- ❖ To discuss future course of action for the development of the Library facilities.

### Resolution

It was resolved that as usual certain books & Journal are to be purchased on regular basis for the development of the Library facilities in the College.

Meeting adjourned at 11.30 AM

  
Chairman  
Library Committee

  
Member  
Library Committee



# Mahatma Gandhi Occupational Therapy College

(A constituent college of MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY)

(Sponsoring Body: A Unit of India Education Trust)

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Email: [principal.otc@mgumst.org](mailto:principal.otc@mgumst.org) , [www.mgumst.org](http://www.mgumst.org)

Ref. No. : MGOTC/2019/703

Date: 07/06/2019

## CIRCULAR

A meeting of the Library Advisory Committee has been scheduled between 10:30 - 11:30 on 10<sup>th</sup> June, 2019 in the Library of Mahatma Gandhi Occupational Therapy College. All the members are requested to be present.

### Agenda of the meeting

1. Regarding the purchase of different new books
2. Review of the books with latest editions and Volumes.
3. Preparation of book list
4. Placement of order for the same

  
07/06/2019

Dr. Surendra Kumar Meena

**Chairman**

Library Advisory Committee

Copy to;

1. The principal, MGOTC
2. All the Committee members, MGOTC
3. Chief Central Librarian, MGUMST.



# **Mahatma Gandhi Occupational Therapy College**

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Email: [principal.otc@mgumst.org](mailto:principal.otc@mgumst.org) , [www.mgumst.org](http://www.mgumst.org)

**Date: 10/06/2019**

## **Minutes of Library Committee Meeting**

A meeting of the Library Committee was held on 10th June 2019 at 10.30 am in the library of Mahatma Gandhi, Jaipur to discuss the agenda provided in the circular previously. The following members were present.

1. Dr.Surendra Kumar Meena
2. Dr. Saleem Akhtar Naqvi
3. Dr. Neeraj Chauhan
4. Dr. Sourabh Mandal
5. Lavi Jain (UG student)

### **Agenda of the meeting**

1. Regarding the purchase of different new books
2. Review of the books with latest editions and Volumes.
3. Preparation of book list
4. Placement of order for the same

### **Resolution**

Librarian welcomed the committee members. Presented the status and list of books presented in the library. The following decisions were made:

New books list is prepared and submitted for purchasing

Committee have been sanctioned rupees 70,000/- (Seventy Thousand) for purchasing the books

*[Signature]*  
10/06/2019



# **Mahatma Gandhi Occupational Therapy College**

(A constituent college of MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY)

(Sponsoring Body: A Unit of India Education Trust)

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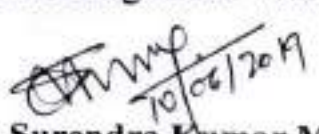
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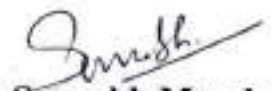
Email: [principal.otc@mgumst.org](mailto:principal.otc@mgumst.org) , [www.mgumst.org](http://www.mgumst.org)


A list of quotations was ordered by various publishing houses. After going through quotations committee shortlisted and finalized the order to Kanishka Book Centre, Delhi


Other agenda for further improvement planned and discussed

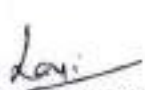
The Meeting ended with thanks to the chairman

  
**Dr. Surendra Kumar Meena**  
Chairman

  
**Dr. Sourabh Mandal**  
Member

  
**Dr. Saleem Akhtar Naqvi**  
Member

  
**Dr. Neeraj Chauhan**  
Membr

  
**Lavi Jain (UG student)**  
Member



# **Mahatma Gandhi Occupational Therapy College**

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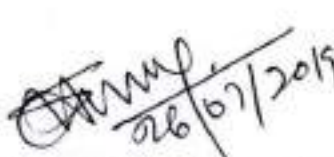
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Email: [principal.etc@mgumst.org](mailto:principal.etc@mgumst.org) , [www.mgumst.org](http://www.mgumst.org)

**Date: 26/07/2019**

## **Report on action taken**

As per finalized quotation and order given to Kanishka Book Centre, Delhi, we received books of amount INR- 63002/- (Sixty three thousand two rupees). Bill and books list were enclosed with the report.

  
**Dr. Surendra Kumar Meena**  
Chairman  
Library Advisory Committee



# **Mahatma Gandhi Occupational Therapy College**

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Ref. No. : MGOTC/2016/111

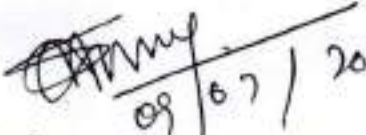
Date: 09/07/2016

## **CIRCULAR**

A meeting of the Library Advisory Committee has been scheduled between 10:30 - 11:30 on 15th July 2016 in the Library of Mahatma Gandhi Occupational Therapy College. All the members are requested to be present.

### **Agenda of the meeting**

1. Regarding the purchase of different new books
2. Review of the books with latest editions and Volumes.
3. Preparation of book list
4. Placement of order for the same

  
09/07/2016  
**Dr. Surendra Kumar Meena**  
Chairman  
Library Advisory Committee

Copy to;

1. The principal, MGOTC
2. All the Committee Members, MGOTC
3. Chief Central Librarian, MGUMST



# **Mahatma Gandhi Occupational Therapy College**

(A constituent college of MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY)

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**Date: 15/07/2016**

## **Minutes of Library Committee Meeting**

A meeting of the Library Committee was held on 15<sup>th</sup> July 2016 at 10.30 am in the library of Mahatma Gandhi Occupational Therapy College, Jaipur to discuss the agenda provided in the circular previously. The following members were present.

S. N	Name	Designation
1.	Dr. Surendra Kumar Meena	Chairman
2.	Dr. Priyanka Vijay	Member
3.	Dr. Saleem Akhtar Naqvi	Member
4.	Dr. Neeraj Chauhan	Member
5.	Ojaswita Sharma (UG student)	Member

### **Agenda of the meeting**

1. Regarding the purchase of different new books
2. Review of the books with latest editions and Volumes.
3. Preparation of book list
4. Placement of order for the same

### **Resolution**

Librarian welcomed the committee members. Presented the status and list of books presented in the library. The following decisions were made:

New books list is prepared and submitted for purchasing

Committee have been sanctioned rupees 1,00,000/- (One lakh) for purchasing the books

*[Signature]*  
15/07/2016



# **Mahatma Gandhi Occupational Therapy College**

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Email: [principal.etc@mgumst.org](mailto:principal.etc@mgumst.org) , [www.mgumst.org](http://www.mgumst.org)


A list of quotations was ordered by various publishing houses. After going through quotations committee shortlisted and finalized the order to Kanishka Book Centre, Delhi


Other agenda for further improvement planned and discussed

The Meeting ended with thanks to the chairman

  
**Dr. Surendra Kumar Meena**  
Chairman

  
**Dr. Priyanka Vijay**  
Member

  
**Dr. Saleem Akhtar Naqvi**  
Member

  
**Dr. Neeraj Chauhan**  
Member

  
**Ojaswita Sharma (UG student)**  
Member



# **Mahatma Gandhi Occupational Therapy College**

(A constituent college of MAHATMA GANDHI UNIVERSITY OF MEDICAL SCIENCES & TECHNOLOGY)

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**Date: 23/09/2016**

## **Report on action taken**

As per finalized quotation and order given to Kanishka Book Centre, Delhi, we received books of amount INR- 105840/- (One lakh five thousand eight hundred forty rupees). Bill and books list were enclosed with the report.

*[Signature]*  
23/09/2016

**Dr. Surendra Kumar Meena**  
Chairman  
Library Advisory Committee



**MAHATMA GANDHI UNIVERSITY**  
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JAIPUR

**MAHATMA GANDHI COLLEGE OF HOSPITAL ADMINISTRATION**

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Phone: 0141-2770798 (extn 205) • Website : [www.mgumst.org](http://www.mgumst.org) • Email : [mgcoha@mgumst.org](mailto:mgcoha@mgumst.org)

Date: 11 Jan 2021

**CIRCULAR**

1. First meeting of Library Advisory Committee has been scheduled as under:
  - (a) Date - 15 Jan 2021
  - (b) Time - 12:30 pm – 1:30 pm
  - (c) Venue - Office of the Principal, MGCOHA
2. All members are requested to be present.
3. Agenda of the meeting is appended below:
  - (a) To discuss proposal for the development of library
  - (b) To advise books, journals and other material to be purchased for the library
  - (c) To seek feedback on library function from readers

(Col (Dr) Pramod Kumar)  
For Principal



**MAHATMA GANDHI UNIVERSITY**  
*of*  
**MEDICAL SCIENCES & TECHNOLOGY**  
**JAIPUR**

**MAHATMA GANDHI COLLEGE OF HOSPITAL ADMINISTRATION**

**Minutes of Meeting: Library Advisory Committee on 15 Jan 2021**

1. A Meeting of Library Advisory Committee was held at Mahatma Gandhi College of Hospital Administration on 15 Jan 2021 in the office of Principal, MGCOHA at 12:30 PM. Following members were present in the meeting:
  - (a) Dr Tanjul Saxena, Principal, MGCOHA- Convener
  - (b) Col (Dr) RK Chaturvedi, Professor, Department of Hospital Administration, MGMCH- Member
  - (c) Col (Dr) Pramod Kumar, Professor and HOD, Department of Hospital Administration, MGMCH- Member
  - (d) Dr Ruchi Garg, Assistant Professor, Department of Hospital Administration, MGMCH- Member
2. Chairman welcomed all the members to the 1<sup>st</sup> meeting of Library Advisory Committee and invited all the members to discuss the agenda.
3. Points discussed and decisions arrived are given in succeeding paras.
4. Agenda-1:- To discuss proposal for the development of library  
Decision:- To raise request to Maintenance Department to issue one more almirah for library.
5. Agenda-2:- To advise books, journals and other material to be purchased for the library  
Decision:- Titles of the books were deliberated upon and a list of books was finalized to be sent to Central Library for action.
6. Agenda-3:- To seek feedback on library function from readers  
Decision:- The issue has been deliberated upon. It was decided to keep a register in the library to take regular feedback from students.
7. The meeting ended with a vote of thanks by Chairman.

Dr Tanjul Saxena  
Chairman

Col (Dr) RK Chaturvedi  
Member

Col (Dr) Pramod Kumar  
Member

Dr Ruchi Garg  
Member



**MAHATMA GANDHI UNIVERSITY**  
*of*  
**MEDICAL SCIENCES & TECHNOLOGY**  
**JAIPUR**

**MAHATMA GANDHI COLLEGE OF HOSPITAL ADMINISTRATION**

Reference No: MGCOHA/M-4/2021/343

Date: 13 Apr 2021

**ACTION TAKEN REPORT: MINUTES OF MEETING OF LIBRARY ADVISORY  
COMMITTEE HELD ON 15 JAN 2021**

Sir,

1. Refer Minutes of Meeting of Library Advisory Committee dated 15 Jan 2021.
2. Decisions arrived and actions taken are given in succeeding paras.
3. Decision:- To raise request to Maintenance Department to issue one more almirah for library.  
**Action taken:-** The request for almirah has been placed (copy enclosed).
4. Decision:-Titles of the books were deliberated upon and a list of books was finalized to be sent to Central Library for action.  
**Action taken:-** List of books has been sent to Central library for purchase (copy enclosed).
5. Decision:-The issue has been deliberated upon. It was decided to keep a register in the library to take regular feedback from students.  
**Action taken:-** The register has been prepared and kept in library for taking feedback

(Col (Dr) Pramod Kumar)  
MBBS, MD (Hospital Administration)  
Professor  
For Principal



**MAHATMA GANDHI UNIVERSITY**  
**MEDICAL SCIENCES & TECHNOLOGY**  
JAIPUR

**MAHATMA GANDHI COLLEGE OF HOSPITAL ADMINISTRATION (MGCOHA)**

RIICO Institutional area, Sitapura, Tonk Road, JAIPUR - 302022

Phone: 0141-2770798 (extn 321) • Website : [www.mgumst.org](http://www.mgumst.org)

Reference No: MGCOHA/M-4/2021/333

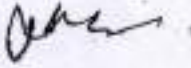
Date: 12 Apr 2021

To  
Maintenance Department,  
MGUMST, Jaipur

**REQUEST TO PROVIDE STEEL ALMIRAH, INSTALL NEW SWITCH BOARD IN  
CLASSROOM AND OTHER MINOR WORKS**

Sir,

1. Please refer to our telephonic conversation dated 05 Apr 2021.
2. You are requested to provide following items in the classroom at MGCOHA:
  - (a) Installation of two new switch boards;
  - (b) Making a hole on one side of podium stand for cables;
  - (c) Provide built in lock & key to door of shelf in the table;
  - (d) Provide one steel almirah with lock and key for office;
3. An early action is solicited.

  
(Col (Dr) Pramod Kumar)  
MBBS, MD (Hospital Administration)  
Professor  
For Principal

Received  
  
Amit



**MAHATMA GANDHI UNIVERSITY**  
**of**  
**MEDICAL SCIENCES & TECHNOLOGY**  
**JAIPUR**

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Phone: 0141-2770798 (extn 205) • Website : [www.mgumst.org](http://www.mgumst.org) • Email : [mgcoha@mgumst.org](mailto:mgcoha@mgumst.org)

Date: 06 May 2019

**CIRCULAR**

1. Meeting of Library Advisory Committee has been scheduled as under:
  - (a) Date - 10 May 2019 (Friday)
  - (b) Time - 11:30 am – 12:30 pm
  - (c) Venue - Office of the Principal, MGCOHA
2. All members are requested to be present.
3. Agenda of the meeting is appended below:
  - (a) To discuss budget and development of library
  - (b) To advise books, journals and other material to be purchased for the library
  - (c) Any other matter with the permission of Chair

(Col (Dr) Pramod Kumar)  
For Principal

**Copy to:-**

Chairman of Library Advisory Committee  
Members of Library Advisory Committee  
PA to Pro President  
PA to Registrar



**MAHATMA GANDHI UNIVERSITY**  
*of*  
**MEDICAL SCIENCES & TECHNOLOGY**  
JAIPUR

**MAHATMA GANDHI COLLEGE OF HOSPITAL ADMINISTRATION**

**Minutes of Meeting: Library Advisory Committee on 10 May 2019**

1. A Meeting of Library Advisory Committee was held at Mahatma Gandhi College of Hospital Administration on 10 May 2019 in the office of Principal, MGCOHA at 11:30 AM. Following members were present in the meeting:
  - (a) Col (Dr) RK Chaturvedi, Professor, Department of Hospital Administration, MGMCH- Chairman
  - (b) Col (Dr) Pramod Kumar, Professor and HOD, Department of Hospital Administration, MGMCH- Member
  - (c) Dr Ruchi Garg, Assistant Professor, Department of Hospital Administration, MGMCH- Member
2. Chairman welcomed all the members to the meeting of Library Advisory Committee and invited all the members to discuss the agenda.
3. Points discussed and decisions arrived are given in succeeding paras.
4. Agenda-1:- To discuss budget and development of library  
Decision:- The budget of books was discussed with the Librarian, Central Library. Accounts Department regarding allocation of Rs 60000.00 in the budget for purchase of books.
5. Agenda-2:- To advise books, journals and other material to be purchased for the library  
Decision:- Titles of the books were deliberated upon and a list of books was finalized to be sent to Central Library for purchase action.
6. Agenda-3:- Any other matter with the permission of Chair  
Decision:- It was decided to keep a register in the library to maintain a record of books and journals issued to faculty and students.
7. The meeting ended with a vote of thanks by Chairman.

Col (Dr) RK Chaturvedi  
Chairman

Col (Dr) Pramod Kumar  
Member

Dr Ruchi Garg  
Member



**MAHATMA GANDHI UNIVERSITY**  
*of*  
**MEDICAL SCIENCES & TECHNOLOGY**  
JAIPUR

**MAHATMA GANDHI COLLEGE OF HOSPITAL ADMINISTRATION**

Reference No: MGCOHA/M-4/2021/162

Date: 27 May 2019

**ACTION TAKEN REPORT: MINUTES OF MEETING OF LIBRARY ADVISORY  
COMMITTEE HELD ON 10 May 2019**

Sir,

1. Refer Minutes of Meeting of Library Advisory Committee dated 10 May 2019.
2. Decisions arrived and actions taken are given in succeeding paras.
3. Decision:- To discuss budget and development of library  
**Action taken:-** The request for 02 almirah and 2 registers for library has been placed.
4. Decision:- To advise books, journals and other material to be purchased for the library  
**Action taken:-** A number of 79 books amounting Rs 51658.00 have been purchased by Central Library and issued to MGCOHA (copy of bills enclosed).
5. Decision:- To maintain essential record of books and journals  
**Action taken:-** The register has been prepared and kept in library for taking feedback.

(Col (Dr) Pramod Kumar)  
MBBS, MD (Hospital Administration)  
Professor  
For Principal